

PARKING COMMITTEE MEETING
7:30 AM –Thursday, May 14, 2009
City Hall – Conference Room A

I. CALL TO ORDER:

Chairman Ken Smith called the meeting to order at approximately 7:30 a.m.

II. ROLL CALL

Members Present: Councilor Kenneth Smith, Chair
John Bohenko, City Manager
Dave Allen, Deputy Public Works Director
Captain Dave Ferland
Andrew Purgiel, City Auditor
Jon Frederick, Parking Manager

Also present was John Chagnin, Altus Engineering, Mindy Puckett, Red Ginger, Dawn McCandless and Erin Suprenant, Agave.

III. ACCEPTANCE OF THE MINUTES:

MOTION made by John Bohenko to accept the minutes of the April 9, 2009 meeting. Seconded by Andrew Purgiel. Motion passed.

IV. NEW BUSINESS:

- (A) 51 Islington Street - Proposed Property Redevelopment** –Placement of four meters on the four parking spaces (Site plan attached) (Traffic & Safety Referral) - Jon Frederick stated this was a referral from Traffic & Safety Committee for placement of four metered parking spaces in front of the property. John Chagnin referred to the four public spaces without meters in front of the former Kline’s Furniture Building site. When the site plan was presented to the site review committee, didn’t know if the City was interested in putting meters there.
- Jon Frederick reported that the bump-outs will cause the loss of one space. In the process of getting approvals, the City desired that they look at not having all the traffic from the project go to Hanover St. Currently Tanner and Parker Streets are one-way towards Hanover. A redesign was done which widened Parker and created Parker as a two-way. Currently Parker is very narrow and they are dedicating some of the site property to this improvement and now will be introducing traffic coming onto Islington from Parker. In order to get site distance which meets safety criteria, need to roll back the parking. We are rolling it back and putting a curb in which is the only way to get site distance to meet the criteria.
- The bump-outs are 14 ft off the center line, 2 ft off the travel lane.

Dave Allen stated the thought was to put a fog line prior to this to define the lane.

Steve Fowle, resident of 9 Tanner Court just north of the proposed building, referred to a petition with 19 signatures of residents of the neighborhood requesting parking for Tanner Court. Mr. Fowle read the petition which stated that the residents adjacent to the proposed development need at least 4 or 5 parking spaces along Tanner Court. The previous owner of 51 Islington Street allowed parking, now there will not be any parking. The City needs to take this into consideration.

The City Manager stated they understood his concern and to make sure this gets to the Planning Board.

The Chair stated they will make sure this gets to the right people.

Jon Frederick stated the bump-outs will cause a loss of one space on Islington St.

The City Manager stated since we've done the Islington St. Corridor Study, it may be an idea to try the bump-outs to see what they look like.

John Chagnin stated you need to do this in order to have a safe intersection, if you want to keep the parking space you can go back to the stripe layout.

MOTION made by City Manager to accept the recommended proposal. Seconded by Andrew Purgiel. Motion passed.

The City Manager stated that part of the Islington St. Corridor is bump-outs and feels it's important that if we have issues with bump-outs that we know that now before implementing them throughout Islington St.

Dave Allen stated that both Debbie Finnigan and Steve Parkinson looked at this and approved this design. They feel it is doable, would be a good pilot and there should be a requirement for a fog line.

The City Manager wanted to be clear where Mr. Fowle's petition will go.

Jon Frederick responded he will draft a memo to the Planning Dept. explaining exactly what Mr. Fowle stated. It is on the Traffic & Safety Agenda as they deal with land use agencies and the City Manager suggested he speak with the Traffic & Safety Committee.

The Chair stated he will take their concerns to the committee.

- (B) 261 South St. Red Ginger** – Request for 15 Minute Parking Space (memo dated May 7, 2009 and picture attached) – Jon Frederick stated that on an average day they have between 175-200 customers. If a vehicle is parked in front where there with no time limit, that number drops to 90-110. Most customers stay in the store 10-15 minutes.

The City Manager's only concern is the sign, there are "No Parking" signs on that street. He has no problem with the 15 minute space. To put up a sign would cause problems with the neighbors as it is a residential area and would require striping for enforcement.

The Chair suggested trying this under the Omnibus for a trial period to see how it goes.

Jon Frederick stated you could just put the sign marking 15 minutes with an arrow.

Mindy Puckett of the Red Ginger stated it is a public parking space but there are cars there two – three days at a time and in order to keep the business running there needs to be some kind of access to the store.

The City Manager stated he fully supports the 15 minute spaces but need to figure out how to do it so that there is no signage and striping.

The City Manager recommended on a trial basis, an A-Frame sign stating 15 minute parking during hours of operation and that Red Ginger is responsible for putting out and bringing in the sign. The City will provide the sign without the store name.

Police Captain Dave Ferland stated enforcement will be difficult. Putting a sign out there at 7:00 a.m. there may be a car that's already there from 2 a.m., what do we do at 8:00 a.m.? Also do not want to ticket someone living in the neighborhood for parking in their neighborhood. If there is a car obstructing your business call us and we'll do what we can to get a hold of the owner and request they move the car.

Ms. Puckett stated it is not her intention to ticket the neighborhood, just to make people aware of the store.

MOTION made by City Manager to do this under the Omnibus for a 90 day trial period with the provision that the sign be similar to the ones in Market Sq. Seconded by Andrew Purgiel. Motion passed.

Jon Frederick referred to the black poles on Market Street.

- (C) **High Hanover Parking Facility** – Vehicle Immobilization (memo dated April 9, 2009 attached) – Jon Frederick stated that over the past year we have seen a lot of vehicles that treat this as a storage facility, parking with an illegally obtained ticket and not paying their share for the time parked in the garage. The current Ordinance allows us to tow or immobilize a vehicle in the facility that has been there for 30 days. Mr. Frederick would like to reduce that to 7 days, which is the equivalent of our immobilization threshold for on-street enforcement. These people do not have a pass, they park for weeks and then obtain a ticket illicitly, then leave and pay only \$.75.

MOTION made by City Manager to implement the recommendation of the Parking Manager regarding the High Hanover Parking Facility. Seconded by Andrew Purgiel. Motion passed...

PROPOSED ORDINANCE CHANGE

- (D) **Agave – State/Atkinson Streets Loading Zone-** Request for Valet Parking at loading Zone Thursday thru Sunday 5:00 p.m. to 10:30 p.m.

during construction (letter dated May 1, 2009 and memo dated May 7, 2009 attached) – Jon Frederick stated they have obtained private parking via an arrangement with Strawberry Banke and would like to use the loading zone on State St. for a valet service during construction. Only one vehicle can fit in the loading zone so this would not be a substantial loss of after hours parking and would allow for a quick right hand turn down Atkinson St.

The City Manager suggested if we approve this, do a 90 day trial which can be renewed giving us the opportunity to come in and talk about the operation and management practices for the valet. He feels this is something we should do and would like to see at least two businesses involved, not multiple valets on the street. Something similar to what was done with Atlantic Parking in Market Square should be done here. A-frame signs would be brought in at night. This would be a fluid agreement so that we can make adjustments as we go along.

Dawn McCandless stated their main opposition would be the new Common Man and spoke with the owner who seems to think this is a great idea. Agave is willing to share the space in front.

The City Manager stated the City would enter into an agreement with both you and the Common Man for a license to proceed.

Dawn McCandless asked if she would be able to go forward as the Common Man has not yet opened.

The Chair stated in that case, the Agreement would be with you and can be adjusted at a later time with the understanding that this is a fluid document. The next process is the minutes are to be approved by City Council and then meet with the City Manager to finalize documents.

MOTION made by City Manager for a 90 day trial for valet at the loading zone at State and Atkinson Streets. Seconded by Dave Allen. Motion passed.

The City Manager explained that if the City Council approves this we will work with you the Police Department, legal and Jon Frederick. Your responsibilities would be to make sure your insurances are in place, the A frame sign and employees would be your responsibilities.

The City Manger stated that they are on the Council Agenda for Monday night.

- (E) **Vendors** – Use of Parking Spaces by Vendors (memo dated April 23, 2 memos dated April 27 and memo dated May 7, 2009 attached) – Jon Frederick stated this is from the Vendor’s Committee. There is no Ordinance establishing or denying the ability of a vendor to vend from a parking space and the recommendation was to establish an Ordinance to prohibit that behavior.

MOTION made by the City Manager to go in accordance with the Vendor Committee's recommendation. Seconded by Police Captain Dave Ferland. Motion passed.

The Chair asked if there were two spaces by the Attrezzi parking lot and another one by the Page where they have been vending. The Chair has received telephone calls wondering if those two locations could either be included or grandfathered.

The City Manager suggested voting today on their request and Monday night ask Council member to bring up for an amendment. The Parking Committee is just advisory nature and should not be making exceptions.

- (F) **Reduce Parking Enforcement time to 9:00 a.m. through 6:00 p.m.** City Manager would like you to allow us to have the Finance Department work up some numbers to see how that would effect our revenue and see what we would have to do to make up the revenue and report back sometime in June.

MOTION made by City Manager to have the Finance Department work up some numbers to see how this would effect our revenue and to see what we would have to do to make up the revenue and report back sometime in June. Seconded by Andrew Purgiel. Motion passed.

VI. ADJOURNMENT:

Respectfully submitted
Elaine E. Boucas, Secretary